

South Anchorage High School PTSO
Board Meeting Minutes
October 14, 2015

Kate Matheson
Sign

Called to order: 6:30 pm

Present:

Kate Matheson, President; Audrey Kirn, Vice President; Cindy Ljubicich, Treasurer; Stephani Green, Secretary; Kersten Johnson, Principal; Kelley Mills, Hospitality Chair; Elizabeth Roberts, Membership Chair; Niles Woods, Faculty Representative; Frances Jones, CRC representative; Michele Hoskins, School Store; Haley Edmonson, Student Counsel Representative; John Wolcott; Conner McLeod; Cindy Ott; Judy Dankworth; Heather Clopton; Amy Utley; Lydia Frankenburger.

Approval of Agenda

Approval of Minutes for September 2, 2015 board meeting

President Report

Kate thanked Juli Robinson and her volunteers for a successful All School Breakfast, Kelley Mills and Audrey for their help with the VIP room, Michele Hoskins and the school store volunteers for their continuing hard work, and all who supported the events the past month with the stadium opening.

Principal report

Thank you to the PTSO for all of the help with the stadium opening. There was a lot of positive feedback with only one neighbor complaint. Parent/Teacher Conference is approaching with a half day on Wednesday next week and no school on Friday. Upcoming Parent Night for College Planning on October 15.

Teacher Report

Teachers are looking forward to the upcoming luncheon sponsored by the PTSO and say thank you.

Student Report

Homecoming went well and had good feedback on behavior. OSGC is starting on October 14 with 13 delegates going to Chugiak for the student government conference. There will be a week campaign for the 2 & 2 driving campaign and a video will be presented. There will be a Haunted House on Thursday October 22 with a charge of \$5.00.

School Store Report

The store is doing very well and is open after school. Michele is planning to sell apparel at the Parent/Teacher Conferences, sporting events and is thinking about opening one evening for holiday shopping. There has been approximately \$50,000 in sales and \$43,000 in expenses. The

school store has made a profit of approximately \$7000 so far. \$27,000 has been spent on apparel so far as we did not have enough apparel last year. There aren't any more outstanding orders for apparel and the Board decided there should not be any more apparel orders at this time.

Membership Report

There are 321 members currently.

VIP Room

The room was very nice and was well received. There were four tablecloths with the school logo purchased for \$470.00. They will be kept in the vault for future use and will be paid out of the stadium budget.

Hospitality

There will be a taco bar for the faculty during Parent/Teacher conference on Wednesday, Oct 21. A sign -up genius has been set up and will be sent out to our members this week.

All School Breakfast

Thank you to everyone who helped with the breakfast, it went well. The next breakfast will be January 29, 2016

Career Resource Center

Upcoming parent night for college planning on October 15, 2015. Frances raised the question of how the college planning night are being announced and how can we make sure that it is getting to all parents. Stephani will send out announcement to all of the PTSO members about the upcoming event on October 15.

Emergency Preparedness

The emergency bags have not been updated since 2008. The PTSO will update them this year. Marti Pausback started the preparations for updating these bags and this will now be handled by Trish Baker. Trish is working with AP Francine Jackson. An inventory list has been given to each classroom and we are awaiting the feedback.

Treasurer Report:

Cindy read the Financial Review which was completed by Robert McNaughton and requested by Kate Matheson. Cindy gave a brief history as to why we need a financial review and how the new administration wanted to make sure the books were in order and receive recommendations from the review. Implementation has already begun of the recommendations: the Sam's Club bill will get paid with match up receipts; deposit of school store monies is being made individually each day; forms are being used for check requests and reimbursements. Cindy looked into online Quickbooks which is backed up daily and the cost is \$20.00/month for the first year and then \$24.00/month each additional year. Discussion about the online Quickbooks vs. new laptop for the PTSO. The Budget is now established and will be reported on each Board

meeting with the most current up to date information. Cindy will be preparing a document outlining the deposit procedures and other money matters newly established.

Grants:

1 -Lydia Frankenburger is requesting \$570.00 for a Cricut Explore Air which will create displays designed to capture student attention. Can also be used by the Curriculum office for bulletin boards and other wall displays. The current die cut machine has a limited number of dies and size. Crcuit Machine is \$300.00, two pack cartridge set \$100.00, Vinyl is \$45.00, transfer tape \$25.00, card stock paper \$100.00. This request was tabled until the next board meeting.

2 - Amy Utley and Larrissa Wright-Elson are requesting \$1,000 for Stability Balls to be used in the English classrooms. 12 will be for Utley's class and 7 for Wright-Elson's class, a few have been donated by the PE department years ago. This will encourage Active Seating in the classroom and there have been studies conducted to the benefits of using the stability balls for sitting. This request was tabled until the next board meeting.

3-4 Michele Hoskins from the School Store is requesting a new iPad, a scanner and tag for inventory (\$1200), and freezer (\$1100). This request was tabled until the next board meeting.

5- Steve Kemper for the Science Department is requesting \$2607.44 for 8 new hotplates with a magnetic stirring function for the AP chemistry class. The current hotplates are starting to wear and significant amount don't work. This request was tabled until the next board meeting.

6 - Shasta Miller is requesting \$200.00 for the Outdoor Wilderness Recreation class. The money will cover the cost of transportation for the class field trip to Falls Creek Trailhead. This will cover the cost for all students to be transported and the students have already endured the cost for their own equipment for the fieldtrip. Audrey Kirn motioned for \$200.00 for field trip transportation and Niles Woods second, approved unanimously.

7- A mini-grant for \$5000 for a mobile studio was requested by Lee Butterfield from the Electronic Communications class. This request was discussed and voted on by email. Cindy Ljubicich moved to approve this grant and Michele Hoskins seconded and it was approved unanimously. Mr. Butterfield has been using the P-Card for his mini grant purchases. The PTSO still needs to pay the \$5000.00 for that mini grant. Mr. Butterfield has been showing receipts for purchases.

8- John Wolcott from Student Government is requesting \$2000.00 for a camera to be used by the Historians. This camera will be used to make videos and take photos, they currently don't have their own camera. The camera will be locked in a cabinet when not in use. Niles Woods motioned to deny \$2000.00 for the Historian's camera and Stephani Green seconded, approved unanimously.

9 - Lydia Frankenburger is requesting \$9534.66 for furniture for the library. This request was tabled until later in the school year.

New Business

No new business

8:52 pm Adjourned